

City of Wilmington



MICHAEL S. PURZYCKI  
Mayor

## ASSISTANT WATER DIVISION DIRECTOR

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

**SALARY GRADE:** "M-06" – \$63,281 per year to \$101,249 per year

**MINIMUM QUALIFICATIONS:** Graduation from an accredited college or university with major coursework in Civil, Environmental, Chemical, Sanitary, or Mechanical Engineering. Ten (10) years of progressively responsible experience in the management of complex water supply/wastewater treatment facilities, including five (5) years in a general engineering or management capacity in a water/wastewater division utility of comparable size; or any equivalent combination of education and experience.

**REQUIREMENT(S):** Must pass a criminal background investigation, pre-employment physical, and drug test. Must possess and maintain a valid driver's license and a good driving record.

**SPECIAL REQUIREMENT(S):** Considerable knowledge of the principles and practices of environmental engineering and management practices as applied to complex municipal water supply and wastewater treatment systems and facilities. Registration as a Professional Engineer in the State of Delaware, (or ability to obtain within a 12-month period) or a Master's degree in a related science or Environmental discipline preferred.

**NATURE OF WORK PERFORMED:** The work is of a managerial and technical nature and involves specifically assigned responsibilities associated with the City's water, sewer, and stormwater utility operations. This position supports and assists the Water Division Director in the management of these utility operations. Assignments may include oversight of the City's wastewater treatment operations and wholesale treatment service relationships; oversight of the City's water treatment plants and storage facilities; managing infrastructure capital projects; oversight of City's CSO Program and Source Water Protection Program; backflow prevention; stormwater utility; provide technical leadership in support of the City's energy and greenhouse gas management initiatives as they relate to the Water Division.

**EXAMPLES OF WORK PERFORMED (Illustrative Only):** Instruct, supervise, and manage supervisory personnel responsible for operating and maintaining the City's water/sewer system. Assist Director in providing technical and managerial leadership necessary for a complex operation involving water supply, treatment, distribution, pollution control and wastewater collection and treatment. Prepare operating and capital improvement budgets. Work with other City agencies in the development of contractual agreements. Assist Director in developing long-term planning needs and providing recommendations for capital improvement projects. Performs all related work as required.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Thorough knowledge of the chemical, physical, and biological processes involved in water/wastewater treatment processes. Thorough knowledge of the regulatory issues surrounding water treatment, source water protection, and pollution control. Experience in the management of personnel and the fiscal management of complex facilities. Ability to develop and maintain effective working relationships with regulatory agencies, government entities, civic groups, and the general public. Knowledge of GIS (Geographic Information Systems) and CMMS (computerized maintenance management system).

### **OPEN COMPETITIVE**

**VACANCY: DEPARTMENT OF PUBLIC WORKS**

**CITY RESIDENCY REQUIRED WITHIN SIX MONTHS OF EMPLOYMENT**

**APPLICANTS MUST APPLY NO LATER THAN CLOSE OF BUSINESS (5:00 P.M.): FEBRUARY 27, 2017**

**APPLY: CITY OF WILMINGTON – DEPARTMENT OF HUMAN RESOURCES**

City/County Building, 800 French Street

Wilmington, Delaware 19801 - Telephone: (302) 576-2460

[www.WilmingtonDE.gov](http://www.WilmingtonDE.gov)